

**Village of Holmen
Park, Recreation, and Library Committee
Meeting Minutes - Wednesday, February 3, 2016**

Committee Chairman Olson called the Holmen Park, Recreation, and Library Committee meeting to order at 5:30 p.m. on February 3, 2016 at the Holmen Village Hall.

Present: Chuck Olson, Steve Johnston, Scott Heinig, Mike Brogan, Chris Geary, Chris McArdle-Rojo

Absent: Dawn Kulcinski

Guests: Pamela Eddy

Motion by Johnston, seconded by Olson to approve the minutes of the January 6, 2016 meeting. Carried unanimously.

Public Comment: None

The Committee discussed a park and band shell request by the Holmen American Legion for use of Halfway Creek Park for a Cruise Night and band on Friday, May 20, 2016. Pamela Eddy representing the Legion presented the plan and flyer, which would be a free event and include a car show, band "Whitesidewalls" playing at band shell from 7pm until 11pm, food sales, and beverage sales (beer only). Eddy stated the area would be fenced and one color of wrist bands would be used for under 21 and another color for 21 and over. Olson and Johnston were in favor of the event, but the outside music should end by 10pm. **Motion by Johnston, second by Olson to recommend approval by the Board the reservation of Halfway Creek Park and Band Shell on May 20, 2016 for the Holmen American Legion Cruise Night, with no outside music to be played after 10pm. Carried unanimously.**

Library Director's monthly report: McArdle-Rojo distributed the 2015 Holmen Area Library Monthly Circulation/Door Count Report to the committee. McArdle-Rojo stated that there has been a 4% increase in checkouts from 2014 to 2015. McArdle-Rojo stated that the January 2016 total circulation and door count is up from the past two years.

Park and Recreation Director's monthly report:

Recreation: Brogan informed the committee of the recreation programs that are in progress which include: youth cheerleading, youth basketball, adult volleyball league, adult fitness classes, and indoor soccer. Brogan stated that the spring soccer registration is closing this week. Brogan stated that the spring and summer brochures are being finalized and will be distributed on February 26th. Brogan stated that the hiring of spring and summer staff is in progress.

Parks: Brogan informed the committee that equipment for flooding the Deer Wood Park ice rink was ordered as Village staff have taken over the flooding this year and had no equipment. Brogan stated that the old black park & recreation car was sold at auction for \$1,800 and the Village received \$1,670. Brogan stated that six picnic table frames were ordered and delivered. Brogan informed the committee that the old police storage bay was renovated by staff into a usable area at the park shop. Brogan stated that garage door openers will be added to the two garage doors without them.

Pool: Brogan informed the committee that previous staff has until February 21 to indicate if they are returning for 2016. Brogan stated that staff has been offered a \$.50/hr. increase over their 2015 wage, per the Village budget.

The committee reviewed a quote for the addition of vinyl fencing around the HVAC on the outside of the Halfway Creek Park West Shelter. Brogan stated that some of the tubing and electrical is exposed and the fencing would protect and keep people away from it. Brogan stated that the department received one quote from Phillips Fencing. **Motion by Johnston, second by Olson to recommend approval by the Board the purchase of vinyl fencing for the HVAC outside the Halfway Creek Park West Shelter from Phillips Fencing Inc. in the amount of \$2,276.00 to be paid from park capital outlay.**

The Committee reviewed a quote for expanding and adding concrete sidewalk to the problem areas around the Halfway Creek Park East and West Shelters. Brogan stated that there have been numerous cases of people driving up on the grass around the shelters and there are a lot of wear spots from vehicles. Brogan stated that the addition of new concrete areas could help prevent people from driving directly on the grass. Brogan stated that adding concrete will also help with plowing and mowing operations by Village staff. Administrator Heinig stated that it would be a good idea to add the concrete areas and that over time it has proven to be necessary. Chairman Olson stated that with all of the reservations coming up around the graduation season that the department should talk with the concrete company so they stay off of the grass are to keep the shelters looking nice for the people that have rented them. Motion by Johnston, second by Olson to recommend approval by the Board the approval of the proposal for expanding and adding concrete around the Halfway Creek Park East and West Shelters from Five Star Concrete in the amount of \$8,094.00 to be paid from park capital outlay.

Other Business: None

Motion by Johnston, second by Olson to adjourn at 5:55 p.m. Motion carried.

Chris Geary
Asst. Park & Recreation Director